

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Meeting Room A
Tuesday September 23, 2014**

MEMBERS PRESENT: Dan Atwood was present until 7:30, Roger Gale, Peter Ellsworth, Stewart Morse

MEMBERS ABSENT: Tim Rainville

OTHERS PRESENT: Kristi Stabley

1. CALL TO ORDER:

The meeting was called to order by Chairman Stewart Morse at 7:00 PM.

MOTION BY STEWART MORSE TO MOVE LINE ITEM 6. E. UP TO LINE ITEM 5.A.1. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR.

2. APPROVAL OF THE REGULAR MEETING MINUTES OF AUGUST 26, 2014:

MOTION BY ROGER GALE TO APPROVE MINUTES AS PRESENTED. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR.

3. APPROVAL OF THE SPECIAL MEETING MINUTES OF SEPTEMBER 16, 2014:

MOTION BY DAN ATWOOD TO APPROVE MINUTES AS AMENDED. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR.

AMENDMENTS: Bullet #5 ADD= and Legal Services

Bullet #6 Eliminate. REPLACE WITH= Reviewed line items and budget amounts.

4. CITIZEN COMMENTS: None.

5. NEW BUSINESS:

A. ELECTION OF OFFICERS: MOTION BY DAN ATWOOD TO NOMINATE ROGER GALE AS CHAIRMAN. ROGER GALE ACCEPTS.

MOTION BY DAN ATWOOD TO NOMINATE PETER ELLSWORTH AS VICE-CHAIRMAN. PETER ELLSWORTH ACCEPTS.

TIM RAIVILLE REMAINS SECRETARY.

1. 2014-2015 BUDGET: MOTION BY DAN ATWOOD TO ACCEPT 2014-2015 BUDGET OF \$150,130.96. SECONDED BY DAN ATWOOD. ALL IN FAVOR.

Peter Ellsworth suggested that the board start to work on the 2015-2016 immediately. Kristi requested the pay increase that was accepted in the 2014-2015 budget be retroactive to the beginning of 2014. The board agreed that Kristi's request would have to be discussed in an Executive Session. Kristi's pay increase of \$3.42 per hour is retroactive to July 1, 2014.

B. CONNECTICUT ASSOCIATION OF WATER POLLUTION CONTROL

AUTHORITY: The board decided not to take advantage of what the Connecticut Association of Water Pollution Control has to offer at this time.

C. EXECUTIVE ADMINISTRATOR REPORT: The board asked Kristi to put together a report and present it at the next regularly held meeting.

6. OLD BUSINESS:

A. CLEAN WATER FUND UPDATE: No new updates at this time.

B. SEWER SYSTEM REHABILITATION PROJECT: The WPCA board agreed, that a letter from Tighe&Bond approving of all of the work that was done by New England Pipe was needed, before final payment.

C. PLUMBER FOLLOW-UP: Stewart Morse informed the board that he has made contact with Glenn Boise. Glenn Boise has been added to the Woodstock W.P.C.A. list of plumbers. The board agreed that a parts list should be made up for reference. Peter and Roger volunteered their time, to go to the town garage to list all of the existing parts in the W.P.C.A.'s conex box.

D. GRINDER PUMP DO'S AND DON'TS: The board asked Kristi to revise the grinder pump care sheet into an information mapping format.

F. WOODSTOCK AGRICULTURAL SOCIETY: Kristi informed the board that she visited the Woodstock Fair Grounds and discussed the low flow concerns with both Richard DiVincenzo, and Susan Lloyd. Susan asked Kristi to send her an email of the Woodstock W.P.C.A.'s concerns so she could present it at the Woodstock Agricultural Society's next meeting.

7. SYSTEM MAINTENANCE UPDATE:

A. CONTINUATION OF INVESTIGATION OF SPIKE IN FLOW TO PUTNAM: No new updates at this time.

8. FLOW REPORTS:

A. WEEKLY METER READING OF MAIN LINE WASTE WATER FLOW TO PUTNAM FY 2014-2015: No new updates at this time.

B. WATER METER READINGS FOR FY 2014-2015: No new updates at this time.

9. CITIZEN COMMENT: None

10. PAYMENT OF THE BILLS:

WPCA SEPTEMBER 23, 2014 BILLS

<u>Vendor</u>	<u>Line Item</u>	<u>Charges</u>
AT&T-----Account# 8609282770148	500.00.225.00 WPCA Lift Station Telephone	\$32.96

Connecticut Light & Power---Account# 51942724014	500.00.224.00 WPCA Lift Station CL&P	\$195.88
TOTAL AMOUNT DUE: \$228.84		

Stewart Morse identified the following bills for consideration by the Authority:

MOTION BY DAN ATWOOD TO APPROVE PAYMENT OF THE BILLS. SECONDED BY ROGER GALE. ALL IN FAVOR.

11. CORRESPONDENCE: None

12. REVIEW OF MEMBER FOLLOW-UP ACTIVITIES FOR THE NEXT MEETING

- Kristi Put RCAP letter onto Woodstock Letterhead
- Peter and Roger identify parts in conex box
- Kristi change of command
- Roger ask for letter of approval from Tighe&Bond
- Kristi Ex. Admin. Report
- Kristi email Ct. Assoc. of WPCA

13. ADJOURNMENT

MOTION BY PETER ELLSWORTH TO ADJOURN THE MEETING. SECONDED BY ROGER GALE. ALL IN FAVOR.

The meeting was adjourned at 8: 10 PM.

Respectfully Submitted

Kristi Stabley
WPCA Executive Administrator